EXPENDABLE LAUNCH VEHICLE INTEGRATED SUPPORT

Volume 1, Issue 2
September, 2008

1 of 2

ELVIS
Delivering Launch Service Performance Through Teamwork
ANALEX a.i. solutions SAIC

It is YOUR Responsibility… !!!

… to Protect NASA's Data

Bulletin!

You must use appropriate physical and technological security safeguards to protect the integrity of the information you use.

- **NASA data is sensitive**
- **Do not take it out of the office without authorization and encryption**
- **Do not store it on your personal computer, laptop or mobile device**
- **You have tools available to help you protect it**

Information Security

Protecting NASA's Data

According to NASA regulations, NASA employees and contactors have duties and obligations regarding the protection of NASA's data and equipment.

In this calendar year alone, reports of lost or stolen computer equipment containing NASA data is in the double digits. The dollar amount of the physical losses is small compared to NASA's overall inventory. But the loss of one laptop (because of the data contained therein) could have profound impact on Agency operations, and risks to your own privacy.

So what can you do to protect yourself and your data? First, you should know about **PKI, Public Key Infrastructure**, which enables you to store and share NASA data in a secure manner. Second, you should begin to encrypt your email, and also your files, folders and forms.

Read on… I'll tell you how to get started, and show you how easy it is.

Safeguarding NASA Data

- Collect only the minimum amount of data necessary to accomplish your business objectives
- Keep such information for the minimum amount of time necessary
- Pay particular attention to protecting data on laptops and other portable computers or storage devices
- Use encryption when storing NASA data or when sending it via email

Protecting NASA's Data

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Protecting NASA's Data

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Information Security

NASA PKI

What's New!

New User - Get PKI

New PKI User on Windows PC

New PKI User on Mac

Public Key Infrastructure

PKI manages your electronic credentials, or "digital certificates", and enables you to encrypt the data on your machine or send encrypted information. To use this technology, you must first request your account from the PKI website: http://pki.nasa.gov. Click the link to "Get PKI".

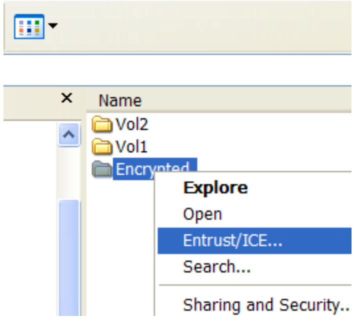
You'll have to read and accept the agreements (I know… blah, blah, blah), and then take your SATERN training. But soon you'll be on your way.

Important: If you already have a PKI certificate but don't remember your account details (you forgot your password), visit this link to recover your information: http://pki.ksc.nasa.gov/current.htm.

You really do need to do this!

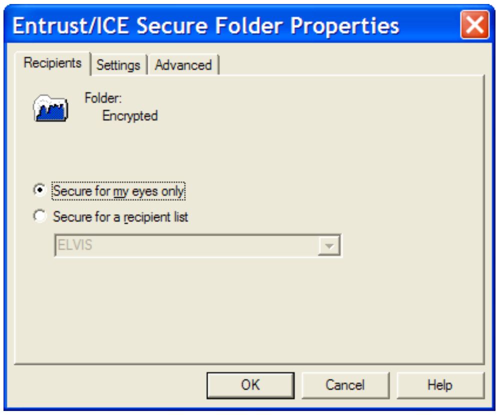
Encryption: Once your PKI certificate is valid, you can begin to encrypt email or files that you have "borrowed" from your file server. If you are an ELVIS employee and you don't already have **Entrust** software installed, now is the time to contact us via the LSP Portal or via email.

If you are supported by ODIN, it's magic… you already have the software. Entrust is available to all NASA and contractor employees to protect NASA data.



1: Right click a file or folder, and select Entrust/ICE...

2: From there, you have the option to encrypt for yourself, or to share the encrypted file. For now, just choose option 1.



Folder: Encrypted

● Secure for my eyes only

○ Secure for a recipient list

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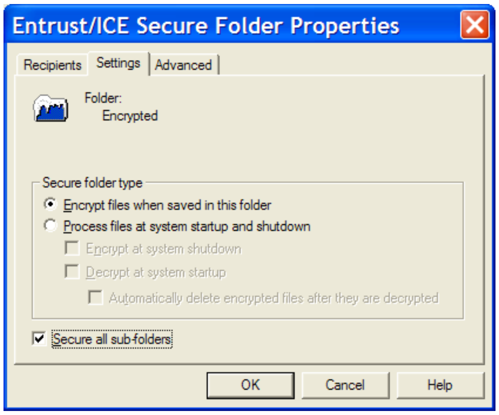
3: You can encrypt your folder and all folders underneath...



Folder: Encrypted

Secure folder type

● Encrypt files when saved in this folder

○ Process files at system startup and shutdown

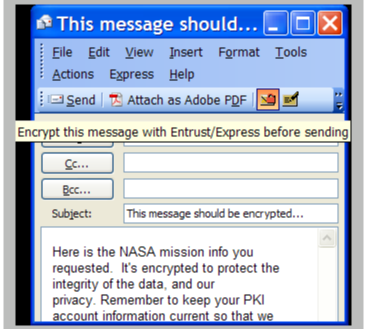
□ Encrypt at system shutdown

□ Decrypt at system startup

□ Automatically delete encrypted files after they are decrypted

☑ Secure all sub-folders

Tip: To encrypt an email, simply select the Entrust/Express icon before you send it.



Encrypt this message with Entrust/Express before sending

Subject: This message should be encrypted...

Here is the NASA mission info you requested. It's encrypted to protect the integrity of the data, and our privacy. Remember to keep your PKI account information current so that we

With a little practice, you'll be an expert! And more importantly, you'll fulfill your responsibility...
...to Protect NASA's Data.

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